

Purchase DEIC Minutes  
May 19, 2006

**Attending:** Tonya Shea, Sherry Holland, Amy Peal, Sharon Jones, Martin Amundson, Allison Clark, Denise Gilbert, Gayle Sutherland, Kimberley Wenz-Sherrill, June Fortner, Marcia Harbison, Stefani Weis, Pam Rockwell, Vicki Wright, Jan Solomon, Eileen Cameron, Kathy Miller, Nona Bazzell

**Guest Speaker:** Kimberley Wenz-Sherrill is the early childhood mental health specialist at Four Rivers Behavioral Health. She replaced Jeanie Peters. Kim works with families and children on parenting, behavioral, or socialization issues. She can make referrals to pediatricians as needed. She starts seeing kids when they're 2 and can serve them until their 6<sup>th</sup> birthday or they're in first grade. Children under 2 may also qualify for services.

Kim works 1 day a week in the Murray and Mayfield offices with the other 3 days in the Paducah office. Due to other responsibilities in addition to this position she hasn't been able to do home visits yet. Families can use medical cards, insurance, or a sliding fee scale to pay for services. Sometimes fee waivers can be requested. How long she works with a child and family on resolving the issues involved depends on the progress being made.

Kim has a master's in child development and in clinical social work, and worked for Head Start for several years. She can be reached at the Center for Specialized Children Services, 425 Broadway, Suite 100, Paducah, KY, 42001, 270-442-9767. The 24-hour crisis line is 800-592-3980.

**Approval of Minutes:** The March minutes were approved.

**Provider Update:** Gail Herndon is on leave, Rainey Weaver and Fanetta Puckett are no longer taking primary evaluation referrals, and Joe Littleton will be a new PSC. OT and PT are needed for all counties, and there is a speech service gap in Graves County.

**Point of Entry Report:** (Data is from Allison Clark's reports) During March there were 25 referrals, 11 initial IFSP meetings, 3 cases exceeding 45 days, 42 cases carried over from February, and a month-end caseload of 45. For April, there were 16 referrals, 19 initial IFSP meetings, no cases exceeding 45 days, 45 carried over from March and a month-end caseload of 43. Child find activities were brochures taken to Wee Care Day Care with information on making referrals, and a booth at the Paducah City Head Start Health Fair.

**Technical Assistance Team Report:** First Steps has spent 71% of the budget so far but there are agencies that haven't submitted billings yet, so much more is encumbered but not disbursed. Samples of completed Record Review forms for additional services and intensive level evaluations were given. Upcoming trainings are the Early Childhood Conference in Lexington June 12 – 14, Kentucky Autism Institute June 14 – 16 in Louisville, a Newborn Care & the Public Health Nurse June 7 at Barren River State Park, and the Infant Toddler Institute August 9 – 12 in Ft. Mitchell.

Primary evaluators who missed the December or April videoconferences need to e-mail Jackie Sampers ([jsamper@uky.edu](mailto:jsamper@uky.edu)) to let her know they need to do the online makeup sessions. A COTA had contacted Kathy to see if any agencies were hiring in the Paducah area. Let Kathy know if you want the name and phone number to contact this person.

Kathy showed the Ages & Stages Social-Emotional Questionnaires that will be ordered as an addition to the TA team library. She also showed the Growing Birth to Three Development Guides to ask if the group thought this would be helpful for families or providers. The group discussed a parent's inquiry about having the DEIC order it to give to parents. Early Head Start uses this guide.

Eileen is going to schedule a provider meeting with Angie Lawrence, the Financial Administrator and Lisa Dorman, the Family Share Administrator, to have a question and answer session about billing insurance, medical cards, Family Share, etc. It may be during June and if so, the PSC makeup session scheduled for the 23<sup>rd</sup> might be switched to this event.

Pam passed out information on the ARC of KY and KY-SPIN. She asked for ideas of alternative formats for the Parent Orientations that she has been doing, because of low attendance.

**Old/New Business:** The ICC needs nominations for membership by June 23<sup>rd</sup>. Most meetings are now videoconferences with sites in Paducah, Benton or Murray. The ICC needs providers and parents from all parts of the state. Nominations can be sent to Sarah Walker ([sarahd.walker@ky.gov](mailto:sarahd.walker@ky.gov)) and need to include name, contact information, and role in First Steps.

The ICC gives out the Jim Henson and Marge Allen awards at the Infant Toddler Institute and nominations can be made for those by using the link on the First Steps website. The ICC needs help to cover the expenses of the plaques so all DEICs are being asked to consider paying for the plaques, either by covering the costs for one (\$72.50) or by contributing \$10 – 20 if all are involved. The money would come out of next year's budget.

Those in attendance viewed and discussed the provider bio sheets that were used for the service coordinator's referral notebooks in 2004. The majority voted to have each provider use the "plain" format of black & white typed sheets so that all forms would be consistent in appearance. Kathy will look for the template that was used as last time. The information will contain the components of the Provider Description Form, Resource 13. Providers will need to furnish 20 copies for the July 28 meeting. Agencies will need to have copies for each service offered, such as DI, OT, PT, SLP, Primary Evaluator, Primary Service Coordinator, or Group Therapy. Bio sheets aren't necessary for COTAs or PTAs since they work under the supervision of an OT or PT. Providers will be responsible to furnish updated bio sheets when changes are made for staff, counties or services.

There is still \$615 to spend of this year's budget. It was decided to use part of it to cover travel expenses for Angie Lawrence & Lisa Dorman if the provider meeting was scheduled in June, order copies of the Growing Birth to Three Developmental Guides, and order PR items for the POE to give out.

**Next Meeting is Friday, July 28, Noon  
Graves County Public Library, 601 N 17<sup>th</sup> ST, Mayfield**

**AGENDA**

**Introductions**

**Approval of Minutes**

**Provider Update**

**Point of Entry Report**

**Technical Assistance Team Report**

**ICC Report**

**Subcommittee Reports**

**Old/New Business – Bring Provider Bio Sheets for Referral Notebooks**

**September Agenda Items**